

# 4<sup>TH</sup> MARINE DIVISION COMMANDING GENERAL'S EQUAL OPPORTUNITY AND SEXUAL HARASSMENT POLICY STATEMENT



As your Commanding General, I am fully committed to Equal Opportunity for my Marines, Sailors and Civilian Marines. Equal Opportunity is the product of using all Marine Corps leadership principles. "Know your Marines and look out for their welfare" stands out as one of those principles that Marines pride themselves on. Whether an issue involves race, color, gender, religion, age or national origin – this leadership principle will prevail at all times.

A climate of fairness towards every individual is essential for unit cohesion, combat readiness and mission accomplishment. Discrimination and Sexual Harassment severely degrade unit cohesion and combat readiness, respectively, while ultimately jeopardizing mission accomplishment. All Marines, Sailors and Civilian Marines have an inherent responsibility to help foster a positive EO climate. Finding the strengths within our diverse Marine Corps family will only help to maintain our rich warfighting legacy. This climate of caring and concern for our service members extends to any of our Wounded Warriors dealing with their challenges as well.

All levels of leadership within the division will routinely familiarize themselves with the Marine Corps Equal Opportunity Complaint Process (NAVMC2921). There are two methods for reporting complaints of discrimination and/or sexual harassment – **informal or formal**. Informal complaints may be resolved by using the **Informal Resolution System**. The Informal Resolution System allows all parties to solve non-criminal issues at the lowest level possible. The preferred method for all formal complaints is **Request Mast**. However, there are numerous other formal complaint processes located in the **Equal Opportunity Manual (EOM)**. Reprisal acts against Marines, Sailors and Civilian Marines that report discrimination and/or sexual harassment are just as punishable as the discrimination and/or sexual harassment itself.

To assist commanders with my policy, the division has an Equal Opportunity Advisor (EOA). The EOA is equipped to train, mediate and facilitate on all EO matters. Each commander will also appoint an Equal Opportunity Representative for additional assistance in maintaining a positive EO climate. Seek the guidance of your chain-of-command and these trained individuals for any future assistance if needed.

A handwritten signature in purple ink, reading "J. L. Williams".

J. L. WILLIAMS  
Major General (sel), U. S. Marine Corps  
Commanding General